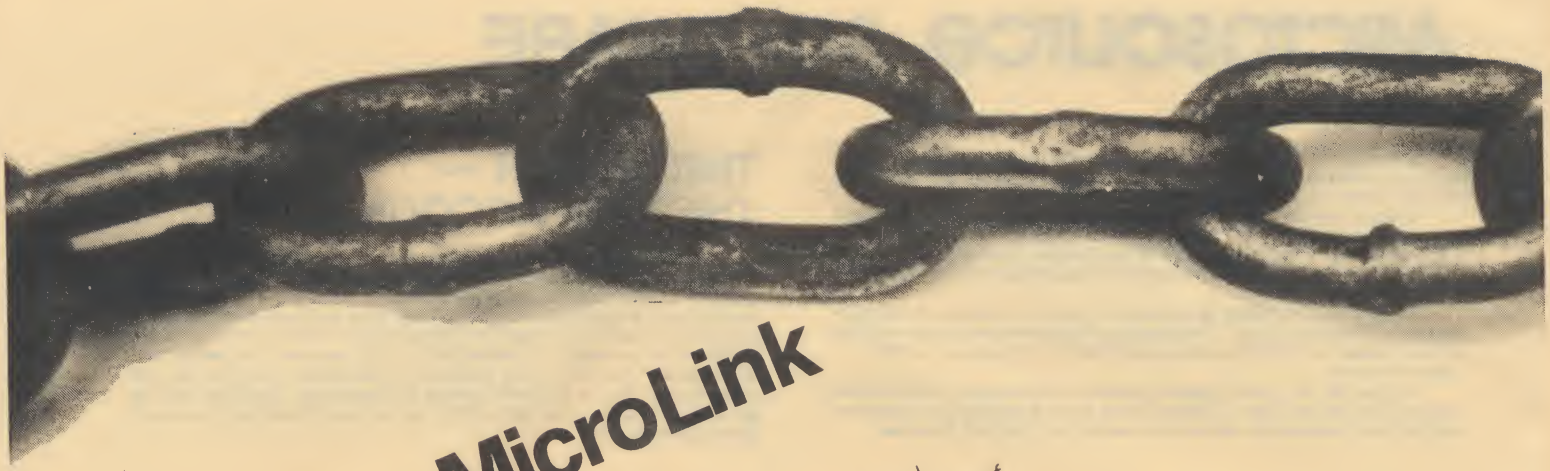

The MicroLink

. . . a link between today, tomorrow and beyond. Between a world of challenges and perils and a future of innovative solutions. Between creative problem-solving and a vision: information technology that breaches conventional ideas about man and earth . . . commerce and work . . .

A link between yesterday and today. Between information gaps and effective management. Between the limitations of manpower and space and today's technology-based realities. An indispensible link between burgeoning paperwork, complex record-keeping, the explosion of information, technique, documentation . . . and efficient, self-sustaining, growth-oriented leadership.

MicroSource may be your most important link to versatile, low-cost, user-oriented information management. MicroSource has become the business software of choice for microcomputer systems in industry, commerce and the professions. MicroSource is the leader in field-tested, easy-to-operate, time-saving software. For all the right reasons.

No special training is required to implement, operate or adapt. Its performance is backed by a research and development division that is the envy of the industry. MicroSource software is flexible: it performs with a broad spectrum of terminals and printers. Speed, accuracy, ease of operation . . . translated into the language of your business: profit.

But MicroSource is more than a link to greater profitability in manpower, time and precision. It's your link to a vision: of growth and leadership . . . of a secure and stalwart stance in a rapidly changing, information-spawning world. A vision that allows you to manage change in an environment of change.

MicroSource is your link between modern information management and useful, cost-effective applications.

MicroSource™

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MICROSOURCE SOFTWARE

MicroSource has quickly taken the lead in producing user-oriented business software for microsystems. MicroSource is the shortest route between software authors and end users.

Once a program has been deemed marketable by MicroSource it undergoes thorough field testing and debugging. At the same time extensive documentation is prepared and screen commands simplified so that end-users with little or no computer experience can start using the software the day it arrives.

MicroSource software is marketed through a network of independent retail computer stores. The stores purchase demonstration versions of the software so that the end-users can see the programs in action before they buy.

Written for the most popular system configurations, MicroSource software allows the user to switch from word processing to accounts receivable to investment calculation merely by changing diskettes.

AUTOSCRIBE — THE PAPERWORK MANAGER™

AutoScribe ™ is a versatile word processing package that means business. Documents may be created, revised, viewed, printed, copied, stored, and deleted through simple keyboard commands.

Up to 70 single spaced pages can be stored on one 5¼" diskette, with an index. When used with a letter quality printer AutoScribe™ can automatically produce personalized form letters that look like they've been individually typed and at a rate of up to 600 words per minute.

Most system commands are simple, single-key entries.Typing errors can be corrected in seconds. The once laborious task of editing and rewriting documents can be performed in minutes. Words, sentences, and even whole paragraphs can be inserted or deleted.

The AutoScribe™ package includes extensive operating instructions and documentation. AutoScribe™ versions have been written for use with North Star and CP/M based systems.

Here are some of AutoScribe's features:

- REVERSE SCROLL: up to nine screens, depending upon the number of characters per screen.
- GLOBAL SEARCH & REPLACE: You may replace at all replacement points automatically or stop at each point and decide what to replace.
- MULTIPLE DELETE of documents.
- MULTIPLE COPY of documents.
- VERTICAL PITCH SELECTION: lines per inch can be varied from one to eight, so you can print at 1, 1½, 2, 2½, or 3 spaces between lines.
- HORIZONTAL PITCH SELECTION: (Diablo and Qume only) characters per inch can be set as few as six or as many as 12.
- ABILITY TO CHANGE PRINT PARAMETERS: You can automatically change from "default" to special parameters for each diskette, including the following: left margin, right margin, top margin, last print line, page length, line spacing, horizontal pitch, and vertical pitch.
- ERASE TO END OF DOCUMENT: this function allows a rapid deletion of all remaining text of a document.
- AUTOMATIC CARRIAGE RETURNS AND TEXT WRAPAROUND.
- UNDERLINING AND HEADLINE CENTERING.
- APPEND MODE for joining separate paragraphs and sub-documents together to create a new document.
- SINGLE PAGE STATIONERY OR CONTINUOUS FORMS PRINTING.

BOOKKEEPER — THE OFFICE ACCOUNTANT™

Bookkeeper™ was designed by a C.P.A. to produce client write-ups. With Bookkeeper, an accounting firm can perform automated financial statement write-up functions with a minimum of employee training. Reports can be tailored to the client's needs with choice of header descriptions, spacing, underscoring, indentation, and statement levels (up to nine). In addition, date, percentages and qualifying messages may be added to the statements and reports.

Financial statements can be produced for each department and combined departments. Sub-accounts are allowed in the general ledger. Simple, English commands that appear on the video screen instruct the operator during operation.

Changeover to Bookkeeper™ from either a manual write-up system or service bureau is easy, knowledge of computer programming is not required. An extensive, easy-to-read operations manual is provided. Bookkeeper™ is available for both North Star and CP/M based systems.

TIMEKEEPER — THE TIME ACCOUNTANT™

TimeKeeper™ is a time management and billing system for professionals whose time is money. This North Star based system features multiple billing rates up to (four per staff member), a cash receipts journal, work-in-progress reports by work type, and non-billing totals. In addition, partial, full, or fixed-fee billing options with unlimited message insertions is provided. TimeKeeper™ is 100 percent compatible with Bookkeeper™ hardware, and generates a timesheet input journal with performance reports by staff member and worktype. Typically, data for up to 60 employees and 800 clients can be accommodated on one 5" double density disk.

MONEYBELT — THE MONEY MANAGER™

MoneyBelt™ is a complete financial package for small to medium sized businesses with North Star based systems. MoneyBelt™ also consists of modular subsystems: General Ledger, Accounts Payable, Accounts Receivable and Payroll. As with LedgerPlus™ the modules can be purchased separately, each with its own complete documentation.

MoneyBelt™ operates automatically by function selection, thus eliminating the need to run or load specific programs. Accounts or records on file are easily added, changed or deleted with single transactions, and screen selections are available for "most-used" operations. Users are guided through each step with screen commands and self-explanatory error messages.

MoneyBelt Accounts Receivable System makes processing receivables reports and transactions rapid, effortless and more efficient. MoneyBelt Accounts Receivable, one of five MoneyBelt accounting/bookkeeping, self-contained subsystems, is designed to perform receivables functions with a minimum of employee training and expense.

MoneyBelt's Accounts Receivable Module keeps track of individual-customer accounts, specific-invoice information and resultant statements and reports. Statements can be generated, in detailed or summary form, for select customers or the complete customer file. Reports, including Aging and Account or Credit Status, can be sorted and printed by specified aspects or characteristics of a customer's account, selected customers or the entire file. For instance, reports can be sorted by minimum or maximum credit limits, minimum or maximum balances, activity or inactivity dates and many other user-selected criteria.

The MoneyBelt **General Ledger** System makes general ledger and financial reporting rapid, effortless and more efficient. MoneyBelt is designed to perform financial-statement functions with a minimum of employee training and expense.

MoneyBelt General Ledger Module keeps track of a company's total assets, liabilities and net worth by automatically producing a statement of condition. What's more, the system generates a detailed or summary balance sheet or profit and loss statement for current or past periods by company or specific division. Both statements are easily tailored to each company's special needs.

LEDGERPLUS — THE COMPANY BOOKKEEPER™

LedgerPlus™ is an interactive software package for small to medium-sized businesses. Written for Micropolis based systems, LedgerPlus™ was developed by professional data processing analysts with extensive end-user experience. LedgerPlus can be run on Apple II disk systems and TRS-80 computers equipped with Micropolis Drives.

Modular subsystem packages include General Ledger, Accounts Receivable, Accounts Payable, Payroll, Check Reconciliation, Inventory Control and Mailing List. Modules can be purchased separately or in combination.

Each module of LedgerPlus™ comes with its own detailed operations manual. Office personnel can learn the system in hours, and business can convert from manual operations even during peak load periods.

MICROSOURCE

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